



*CITY
OF
SEABROOK*

AGENDA
BRIEFING

Date of Meeting: 05-17-16

Submitter/Requestor: Padgett / Chairez

Date Submitted: 05-04-16

Presenter: Padgett / Chairez

Description/Subject: Annual Surplus Auction

Name of Applicant (if applicable) :

Legal Description (if applicable): Auction

Purpose/Need: Policy Issue

Background/Issue (What prompted this need?): Every year the City of Seabrook disposes in public auction used & old surplus property items such as old computers, office furniture, old vehicles, old equipment, abandoned bicycles, items in the Police Dept. property room and other misc items.

Impacted Parties (Expected/Notified): City of Seabrook, Worstell Auction Company

Miscellaneous Comments: The City of Seabrook participates in public auctions annually or as needed.

Recommended Action: Approve auction item list.

Attachments: Auction item list, misc information.

Fiscal Impact:

Finance Officer Review	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Budgeted	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Budget Amendment Required	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Budget Dept/Line Item Number:

Future/Ongoing Impact:

Funding Comments: N/A

Where on the agenda should this item be placed? Consent Agenda

Suggested Motion: Approve Auction item list.

(All items are to be reviewed and approved by the city manager, except items submitted by the mayor or any council member or routine consent agenda items such as minutes and second & third readings of ordinances.)

Sent to City Attorney for review on

Approved by City Attorney on

(City Attorney should review all ordinances, resolutions, contracts and executive session items.)

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.